



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Agham Road, Diliman, Quezon City, 1105

**MINUTES OF THE 2nd PRE-BID CONFERENCE FOR THE PUBLIC BIDDING FOR
THE SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING
OF FOUR (4) UNITS BRAND NEW ELEVATORS OF THE OFFICE OF THE
OMBUDSMAN MAIN BUILDING
(SBAC-PB 2019-01)**

**APPROVED BUDGET FOR THE CONTRACT:
TWELVE MILLION PESOS (₱12,000,000.00)
11 February 2020, Executive Lounge Ombudsman Annex Building, 1:30 P.M**

The 2nd Pre-Bid Conference started at 2:15 p.m. with an invocation led by Ms. Joan DC. Escalada of the SBAC Secretariat. Thereafter, Ms. Escalada introduced the following parties in attendance:

The Special Bids and Awards Committee:

Special Prosecutor Edilberto G. Sandoval	- Chairperson
Assistant Ombudsman Marilou B. Ancheta-Mejica	- Vice-Chairperson
Assistant Ombudsman Maribeth T. Padios	- Member
Assistant Ombudsman Weomark Ryan G. Layson	- Member
Director Mary Rawnsle V. Lopez	- Member

The Technical Working Group:

Atty. Rosano A. Oliva	- Chairperson
Mr. Glenn B. Barcenas	- Vice-Chairperson
Engr. Chrizald U. Asama	- Member
Engr. Gerson A. Pascua	- Member
Ms. Maria Edna S. Urriza	- Member
Ms. Josephine S. Vargas	- Member

SBAC Secretariat:

Director Nellie P. Boguen-Golez	- Head
Mr. Luis B. de Castro	- Member
Ms. Joan DC. Escalada	- Member

Witnesses/Observers:

Atty. Emilyn Cristina M. Castillo	- OMB-Proper Representative
Mr. Nolasco B. Ducay	- OMBEA Representative

Ms. Escalada likewise announced the presence of one (1) prospective bidder: **THE LIFT COMPANY PHILS. INC.** represented by Ms. Cristina Ocampo.

Dir. Nellie P. Boguen-Golez, Head of the SBAC Secretariat, reported the following activities on this Office's compliance with the requirements of R.A. No. 9184 and its RIRR:

- 1) The Invitation to Bid was issued on 14 November 2019. It was posted at the PhilGEPS, Ombudsman Website and BAC Bulletin Board starting 15 November 2019. It was also published on the same day in the Manila Times, a newspaper of general nationwide circulation.
- 2) The bidding documents for the project was uploaded in the PhilGEPS and the Ombudsman Website on 15 November 2019.
- 3) Supplemental/Bid Bulletin No. 1 was issued and posted on 19 November 2019 relative to the postponement of the deadline of submission and opening of bids.
- 4) Letters of Invitation for the 1st Pre-Bid Conference, Opening of Bids, Bid Evaluation and Post-Qualification were sent and received by the following Witnesses and Observers:
 - a. Atty. Kristine Joy M. Meñez-Macalalad, Assistant Ombudsman, OMB-Proper
 - b. Mr. Crisanto S. Frianeza, Secretary General, Philippine Chamber of Commerce and Industry;
 - c. Mr. Ibarra G. Paulino, Executive Manager, Philippine Constructors' Association, Inc.;
 - d. Mr. Romeo S. Momo, President, Philippine Institute of Civil Engineers, Inc.;
 - e. Mr. Joey I. Bernardino; State Auditor IV, Audit Team Leader, COA and
 - f. Mr. Nolasco B. Ducay, President, Ombudsman Employees' Association.
- 5) The 1st Pre-Bid Conference was undertaken on 22 November 2019.
- 6) Supplemental/Bid Bulletin No. 2 was issued and posted on 28 November 2019 relative to the further deferment of the deadline of the submission and opening of bids.
- 7) Supplemental/Bid Bulletin No. 3 was issued and posted on 29 January 2020 containing the amendments to the Bidding Documents with revised schedule of bidding activities.
- 8) Letters of Invitation dated 30 January 2020 relative to the 2nd Pre-Bid Conference, Deadline of Submission & Opening of Bids, Bid Evaluation and Post-Qualification were sent and received by the following Witnesses and Observers:
 - a) Atty. Kristine Joy M. Meñez-Macalalad, Assistant Ombudsman, OMB-Proper;
 - b) Mr. Crisanto S. Frianeza, Secretary General, Philippine Chamber of Commerce and Industry;
 - c) Mr. Ibarra G. Paulino, Executive Manager, Philippine Constructors' Association, Inc.;
 - d) Mr. Romeo S. Momo, President, Philippine Institute of Civil Engineers, Inc.;
 - e) Mr. Joey I. Bernardino, State Auditor IV, Audit Team Leader, COA and
 - f) Mr. Nolasco B. Ducay, President, Ombudsman Employees' Association.

With the presence of the Chairperson and four (4) Members of the Special Bids and Awards Committee and six (6) Members of the Technical Working Group (TWG) with the Chairperson in attendance, a quorum to transact business was manifested by Dir. Golez.

The Pre-Bid Conference was called to order by SBAC Chairperson SP Edilberto G. Sandoval. He then turned over the discussion to the TWG.

Atty. Rosano A. Oliva, TWG Chairperson, proceeded with the presentation of the Invitation to Bid and discussed the Amendments to the Bidding Documents.

Mr. Glenn B. Barcenas, TWG Vice-Chairperson, discussed the Eligibility Requirements (Checklist of Documents) and Post-Qualification Documents, Project Requirements and Financial Component (Ombudsman Bid Form Nos. 2A - Bid Form (Financial Proposal), 2B - Bill of Quantities Form (BOQ), 2C - Detailed Unit Price Analysis (DUPA) & 2D - Schedule of Payment). SBAC Chairperson SP Edilberto G. Sandoval asked the representative of the prospective bidder if she has any question on the presentation.

The following were the issues / questions raised and the corresponding reply / comments of the SBAC and TWG:

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / ADDITIONAL COMMENTS
<p>AMENDED TECHNICAL PROPOSAL</p>	<p>THE LIFT COMPANY PHILS. INC.: On the requirement that the Contractor or Supplier shall obtain and furnish the Office of the Ombudsman copies of Inspection and Assessment Report from a Structural Engineer/Civil Engineer, the company usually advises the owner/end-user during application for a Mechanical Permit to provide the certificate of structural stability. The end-user usually undertakes the determination of structural stability especially if there is already an existing building because the company has no resident Structural Engineer. It has yet to check the rate or cost of the requirement to know if it can comply.</p> <p>The company does not usually certify or provide the certificate of structural stability because we ask the end-user to provide it to us. The same is true with the electrical aspect that is also included in the list of requirements for the certification. The company is not engaged in construction, thus, it does not have any licensed Structural Engineer to determine the structural stability of the building. Being an elevator company, it is engaged in the distribution and installation of elevators only.</p>	<p>TWG (Atty. Oliva): The requirement for a Certificate of Structural Stability issued by a Structural Engineer/Civil Engineer is among the supporting documents for the application for a Mechanical Permit with the Quezon City Department of the Building Official.</p> <p>TWG (Atty. Oliva): Per information from the Office of the Quezon City Building Official, it is the obligation and the responsibility of the elevator installer/supplier to provide the necessary certificate of structural stability.</p> <p>The TWG will furnish you a copy of the list of requirements for the issuance of a Mechanical Permit which was obtained from the Office of the Quezon City Building Official. These requirements must be complied/submitted.</p>

	<p>It is a standard practice in the procurement of elevators that the application for a mechanical permit is filed by the supplier/installer but the requirements are provided by the owner or end-user.</p> <p>As said earlier, the company has yet to check the cost since this is the 1st time that we encountered such requirement expected from the supplier/installer. In all our previous government projects, elevator procurement is classified under goods. This is the first time that it is categorized as infrastructure. In some government offices where the company installed elevators, the end-users provided the necessary certification. But again, the company will check on it/verify to determine if the cost will be within the ABC.</p>	<p>TWG (Engr. Pascua): Per the TWG's discussion with the officials of the Quezon City Government, particularly with the Quezon City Department of the Building Official, except for the Occupancy Permit, all the other requirements for the issuance of a Mechanical Permit should be obtained or complied by the bidder/contractor.</p> <p>SBAC (AO Mejica): For now, the revised or amended Technical Specifications remain the same. Supplemental/Bid Bulletin will be issued accordingly should there be modifications or amendments thereto.</p>
	<p>THE LIFT COMPANY PHILS. INC.: On key personnel, is it required that a Professional Mechanical Engineer be assigned at the site as Project Manager/Engineer? Or would the signature of a Professional Mechanical Engineer in the application for a Mechanical Permit suffice?</p>	<p>TWG (Atty. Oliva): A Professional Mechanical Engineer should sign the application for Mechanical Permit.</p>
	<p>THE LIFT COMPANY PHILS. INC.: As regards the finishes which requires an engraved Ombudsman Logo at the entrance of the elevator, this is highly customized and may not be feasible because the factory does not do the engraving. It is just a choice between hairline finish or mirror finish. A sticker logo may be done instead of being engraved.</p>	<p>TWG (Atty. Oliva): The TWG will take note of that.</p>
	<p>THE LIFT COMPANY PHILS. INC.: Will there be a sample of the granite tiles which will be given?</p>	<p>TWG (Engr. Pascua): A sample of the granite tiles will be provided.</p>

	<p>THE LIFT COMPANY PHILS. INC.: As for the load capacity, the Ombudsman is now requiring 900kg (from 1000kg), the brand that the company offers has no 900kg capacity. It has 800kg and 1000kg. What the company will offer is 1000kg. Other brands have 900kg load capacity.</p>	<p>TWG (Atty. Oliva): Again, the TWG will take note of that.</p>
	<p>THE LIFT COMPANY PHILS. INC.: Item No. 2 of the Standard Features requires regenerative breaking or similar energy management feature. There is no need for this since the trend nowadays is inverter type or the variable-voltage/variable-frequency (VVVF) type of elevators wherein more or less around 30% of energy is saved as compared to the previous designs of elevators.</p>	<p>TWG (Engr. Pascua): The inverter and/or VVVF feature or type may fall under "similar energy management feature". Item No. 2 is not limited to the regenerative breaking feature.</p>
	<p>THE LIFT COMPANY PHILS. INC.: The last concern of the company is with regard to the 2019 Novel Coronavirus. The company's brand, and most of the elevator brands are from China. Our company's factory in China is currently closed due to the 2019 Novel Coronavirus. It is supposed to re-open today but it remains closed because most of its workers are from Wuhan. This is a government project and if the company bids, the delivery period might be affected since it does not have existing unit at the moment. Elevators are usually manufactured according to the technical specifications of the end-user</p>	<p>SBAC (AO Mejica): All the observations/clarifications are duly noted and the TWG will study them. Supplemental/Bid Bulletin will be issued, if necessary.</p>
	<p>TWG (Ms. Urriza): Considering that the building has been in existence for several years already, what would be the impact of installing an elevator with a load capacity of 1000kg instead of 900kg?</p>	<p>THE LIFT COMPANY PHILS. INC.: The 100kg difference in the load capacity will have no significant impact.</p>
<p>ELIGIBILITY AND TECHNICAL PROPOSAL</p>	<p>THE LIFT COMPANY PHILS. INC.: The company has a PCAB license for private projects but not for government projects.</p>	<p>SBAC (Dir. Lopez): The SBAC and TWG will check the concern on PCAB license.</p>

There being no further queries, the 2nd Pre-Bid Conference for the Public Bidding for the Supply, Delivery, Installation, Testing and Commissioning of Four (4) units Brand New

Elevators of the Office of the Ombudsman Main Building (SBAC-PB 2020-01) was adjourned at 03:00 p.m.

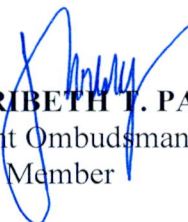
Prepared and attested by:



NELLIE P. BOGUEN-GOLEZ
Head, SBAC Secretariat

SPECIAL BIDS AND AWARDS COMMITTEE


MARY RAWNSLE V. LOPEZ
Acting Director, PIMRB
Member


WEOMARK RYAN G. LAYSON
Assistant Ombudsman, FMIO
Member


MARIBETH T. PADIOS
Assistant Ombudsman, PIEMS
Member


MARILOU B. ANCHIETA-MEJICA
Assistant Ombudsman, PAMO II
Vice-Chairperson

EDILBERTO G. SANDOVAL
Special Prosecutor, OSP/
Acting Overall Deputy Ombudsman, OODO
Chairperson